WEST KEAL and KEAL COATS PARISH COUNCIL

Sunset View	Parish Council Chair:	Councillor Julia Roughton
Cowbroads Lane	Parish Council Vice-Chair:	Councillor Amy Watson
Old Leake	Parish Clerk:	Mrs Deborah Money
PE22 9QU	Email:	clerk@wkkc-pc.gov.uk

Minutes taken by the Parish Clerk, Mrs Deborah Money, at the Annual Parish Council Meeting of West Keal and Keal Cotes Parish Council, held on Wednesday 06 May 2026, in Cracroft Village Hall, West Keal commencing at 7.00 pm.

Present: Councillors, Julia Roughton (Chair) Amy Watson, Phil Heaton, Margaret Rickard, Paul Rennie, John Rowntree and the Clerk Deborah Money

Also present: County Councillor Roberts and District Councillor Taylor.

Public Forum: One Members of the public present.

The meeting was opened at 1845

1. **To elect a chairperson for the ensuing year 2026/2027 and receive the Declaration of Acceptance of Office from the Chairman, witnessed by the Proper Officer.**
   Two nominations were received for the position of Chairperson for the year 2026/2027: Cllr Watson and Cllr Roughton. A vote was taken by a show of hands, resulting in a 2–2 split. Following discussion, Cllr Rickard proposed, and Cllr Heaton seconded, that Cllr Roughton should take the Chair for the ensuing year. A further show of hands of 4-0 confirmed the motion, and it was carried. RESOLVED: That Cllr Roughton be elected Chairperson for the municipal year 2026/2027. The Chair signed the Declaration of Acceptance of Office, witnessed by the Proper Officer.

2. **To give the Chairperson the sealed envelope containing passwords relating to the operation of the administration of the Parish Council.**
   Clerk to give these to Cllr Roughton.

3. **To elect a Vice-Chairperson for the ensuing year 2026/2027 and receive the Declaration of Acceptance of Office from the Chairman, witnessed by the Proper Officer.**
   A nomination for Cllr Watson to serve as Vice-Chairperson for the municipal year 2026/2027 was proposed by Cllr Roughton and seconded by Cllr Rickard. A show of hands was taken, with no objections raised. The motion was therefore carried unanimously. RESOLVED: That Cllr Watson be appointed Vice-Chairperson for the municipal year 2026/2027.

4. **Chair's welcome**
   Cllr Roughton welcomed everyone to the meeting.

5. **To resolve to close the meeting for the public forum and outside bodies**
   The meeting was closed at 1900.

Signed 03 June 2026

6. **Public Forum** Prior to the commencement of the meeting there will be a public forum for a maximum of 15 minutes, during which members of the public, may make comments for consideration at future meetings. Please note any issues cannot be discussed at this meeting, unless already on the agenda) but may be added to the agenda of a future meeting. No public participation is permitted after the forum closes. **Members of the public are expected to be polite, civil and respectful always during the meeting.**
A member of the public expressed his wishes to join Parish Council.

7. **To receive reports from representatives of outside bodies or local organisations 10 Minutes has been put aside for this item.**

a) District Cllr Terry Taylor provided an update on the ongoing government reorganisation, noting that the outcome is expected to be confirmed by the end of July. He also advised that the May 2027 elections may be postponed until May 2028, subject to the final decision. Cllr Taylor updated the Council on several new planning rules, highlighted current grant opportunities, and reported that the introduction of food waste collections has been delayed until Autumn 2026.

b) District Cllr Phillip Roberts advised that the estimated cost of installing average speed cameras across parts of the area is approximately £5 million. He noted that, in addition to the high cost, the scheme must meet specific eligibility criteria, which the area does not currently meet. Cllr Roberts also reported that Lincolnshire County Council will be sponsoring the Lincolnshire Show this year, taking place on 17–18 June.

8. **To resolve to re-open the meeting.**
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9. **Apologies for absence:** To receive and accept apologies where valid reasons for absence have been given to the Clerk prior to the meeting.
Cllr Lacey informed Cllr Roughton of his absence due to illness and submitted his written resignation to the Chair, which has been forwarded to the Clerk for processing.

10. **Declarations of interest:** (If any) To receive declarations of interest under the Localism Act 2011 – being any pecuniary interests in agenda items not previously recorded on Members' Register of Interests.
None Received.

11. **Notes of the Parish Council meeting held on 04 March 2026**
To resolve as a correct record and to authorise the Chair to sign the official minutes.
On proposal from Cllr Rickard, seconded by Cllr Watson, and with no objections, it was resolved to accept the minutes as a correct record, and the Chair was authorised to sign them.

12. **Highways matters:** Any problems to report

a) Fix My Street
It was advised to put footpaths on fix my street that have weeds growing again.

b) Speeding Traffic
This was discussed during Cllr Roberts report.

Signed 03 June 2026

13. Annual Governance and Accountability Return (AGAR)

a) To approve AGAR Certificate of Exemption.
b) To discuss the Internal Audit Report.
c) To discuss and approve the Annual Governance Statement
d) To discuss and approve the Annual Accounting Statement.
e) To approve the end of year bank reconciliation.
f) Analysis of Variance Form
g) Notice of Public Rights. It was resolved to approve commencement date for the exercise of elector's rights of inspection of the accounts to be exercised 3rd June – 14th July 2024. All members had received the AGAR documents in advance and each item was duly discussed. On a proposal by Councillor Rennie, seconded by Councillor Rickard, and with no objections, it was resolved to approve all items. The Chairman and Clerk signed the relevant forms.

14. Financial matters: To resolve as correct and authorise payments.

a) Bank Balance as of 30 April 2026 £15691.40
b) To receive the cashbook and bank reconciliation for April 2026
c) Update of Bank Mandate – Cllr Rowntree will work with the Clerk to remove and add people from the bank account. It was also agreed to look at a new Deposit account.
d) Staff Costs £556.68
e) Village Hall £20.00
f) Bank Charge £8.50
g) Victoria Clerk Internal Audit £51.75
h) Zurich Insurance Renewal £265.40

On proposal from Councillor Rennie, seconded by Councillor Watson and with no objections, all resolved to agree and approve the payments

15. Information, Reports and correspondence

a) Bus Shelter West Keal, the Clerk has applied for a grant from LCC and is awaiting a reply.
b) Bus Shelter Keal Cotes, as we are unsure whether we can have a bus shelter further checks will be made by Cllrs Rowntree and Watson and will be discussed at the next meeting.
c) Neighbourhood Watch and WhatsApp, Cllr Rennie is going to send details to the Clerk to add to the website.

16. Planning: Town and County Planning Act 1990. To consider and make observations of all planning applications received and to note planning approvals, refusals, enforcement complaints and appeal decisions advised by district council. To include those received from the date of this notice and the day of the meeting.

Application No: 00688/26/FUL
Eastern Green Link 3 (EGL 3) and Eastern Green Link 4 (EGL 4) and Grimsby to Walpole - Targeted Statutory Consultation under Section 42 of the Planning Act 2008.

Site Location: INCHMARLO, MAIN ROAD, KEAL COTES, SPILSBY, PE23 4AQ
Nature of Investigation: Without Planning Permission, the material change of use of the

Signed 03 June 2026

Land to a mixed use of forestry and holiday accommodation including the siting of a Glamping Pod and a Shepherds Hut together with associated operational development (plant room, sewage treatment / storage package, utility connections, decking, sheds and the laying of aggregate to form hardstanding).
Enforcement Notice has now been issued in respect of the above breach of planning control. The owner(s) of the property must comply with the requirements of the Enforcement Notice or face legal action.

17. Date of next meeting: Wednesday 3 June 2026. To be held at the Keals village hall West Keal.

18. Items for next agenda:
Corner of Fen Road Keal Cotes, overflow of raw sewage.

Meeting Ended 2010

Signed 03 June 2026